

**Town of Sunset Beach
Planning Board Meeting
November 21, 2013**

MINUTES

Members Present: Carol Santavicca, Chairwoman; Tom Vincenz, Vice-Chairman; Members Al Seibert, Noelle Kehrberg, Len Steiner, Bob Tone and Sybil Kesterson

Members absent:: None

Staff Present: Sandy Wood, UDO Administrator and Lisa Anglin, Planning Board Secretary

Chairwoman Santavicca called the meeting to order and called for draft agenda amendments.

Draft Agenda Amendments

The Planning Board reached a consensus to add the following agenda items:

- Old Business c – Town Council Work Session Report
- Old Business d – Holland Planning Consultants Letter Discussion
- New Business b – 2014 Calendar

Consideration of Minutes Approval

MEMBER SEIBERT MADE A MOTION TO APPROVE THE OCTOBER 3, 2013 MEETING MINUTES AS WRITTEN. MEMBER KESTERSON SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Old Business

Discussion of the UDO Amendment Remarks From Council

Chairwoman Santavicca advised that Council has a few questions for the Board concerning the recommendation submitted to Council on September 9, 2013.

- Article 6, Section - 6.04 – Councilwoman Scott questioned if there is an advantage to changing the designation to SS = Special Use with Supplemental Regulations. The Planning Board stated that Hotels/Motels are a Permitted Use (P) in MB1 and MUD, and a Special Use (S) in MB3, MB2, and BB1. Sandy Wood advised that SS requires the supplemental regulations to be expressed in the Ordinance. Chairwoman Santavicca advised that S gives the Planning Board the ability to make request on a case-by-case basis. Therefore the Planning Board is recommending no change to Article 6 Section 6.04.
- Article 7, Section 7.09 (B) (5) – Councilwoman Scott questioned the recommendation to allow chain link fences in front yards. Sandy Wood advised that fences are not allowed in front yards in any zones. The Planning Board is recommending no change to Article 7, Section 7.09 (B) (5).
- Article 10, Section 10.01 (B) – Councilwoman Scott questioned the recommendation to add duplexes as an exemption. Sandy Wood advised that Ordinance 151.097 which was omitted from the UDO established the residential landscaping standards for single family

residential structures of lots less than one acre. Duplexes will fall under the UDO equivalent to 151.097 when that section is incorporated into the UDO and therefore duplexes should be added as an exemption to 10.01 (B). The Planning Board is recommending adding 151.097 from the old code book and adding duplexes as an exemption to 10.01 (B).

- Article 6, Section 6.06 (H) (B) (2) (g) Zoning Districts Development Standards, BB1-Beach Business District, Residential Uses, Multi-Family, accessory structures used for required parking – Councilwoman Scott voiced concern about appearance for lots on 27th and 1st Streets that have BB1 zoning on one side and BR1 zoning on the other side of the street. This section states that an accessory structure is allowed within 5 feet of the front property line.

MEMBER SEIBERT MADE A MOTION TO RECOMMEND TO COUNCIL THE REMOVAL OF ARTICLE 6, SECTION 6.06 (H) (B) (2) (g). VICE-CHAIRMAN VINCENZ SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

- Article 6, Section 6.04 – Mayor Pro-Tem DeVita questioned why removing from MB2 and BB1. The Board advised the reason for removing from MB2 and BB1 is the proximity to residential housing. The Board expressed a desire to recommend the use in MB1 and MUD be changed to S in order for the Board to have the ability to make request on a case-by-case basis.

MEMBER SEIBERT MADE A MOTION TO RECOMMEND TO THE COUNCIL THAT ARTICLE 6, SECTION 6.04 TABLE OF USES CONCERNING MINIATURE GOLF COURSES BE CHANGED FROM SS TO S. VICE-CHAIRMAN VINCENZ SECONDED THE MOTION AND THE MOTION CARRIED BY UNANIMOUS VOTE.

- Appendix A Transient Definition – Mayor Pro-Tem DeVita advised that “less than” needs to appear in front of “30”.
- Article 6, Section 6.06 – Mayor Pro-Tem DeVita questioned if the Town has a MR2 and MR2A zones. The Board advised yes, however, MR2A was omitted from the UDO.
- Article 11 – Mayor Pro-Tem DeVita questioned if this supersedes the Town Authority. The Board answered yes, by permission from the developer and it is enforceable by the Town.
- Article 3, Section 3.08 – Mayor Pro-Tem DeVita advised that the last 3 “shall” should remain.
- Article 6, Section 6.04 – Councilwoman Joseph questioned where will miniature golf courses be allowed. The Board advised MB1 and MUD districts. This recommendation is being proposed due to the proximity to residential housing in BB1 and MB2.
- Article 7, Section 7.09 (B) (5) – Councilwoman Joseph questioned why chain link fences are not being eliminated. The Board advised chain link fences are not allowed in the front yards in any districts, however, they are allowing in the rear/side yards in several communities with cost being a factor.

- Article 7, Section 7.14 (C) – Councilwoman Joseph questioned why the recommendation to delete the 4th sentence. The Board advised that fences along the property line are addressed elsewhere.
- Article 10, Section 10.01 (B) – Councilwoman Joseph questioned why the recommendation to add verbiage from 151.097. The Board advised this recommendation is to add a section that was omitted during the UDO process.
- Appendix A – Transient Definition – Councilwoman Joseph questioned if someone is in Town for one day are they a transient. The Board advised yes, anything less than 30 days.
- Article 3, Section 3.08 – Councilwoman Joseph advised the last 3 “shall” should remain.
- Article 3, Section 3.17 – Councilwoman Joseph questioned rationale of changing “shall” to “may”. The Board advised so further Board would have a choice as to adopting the prior board’s rules or going strictly by NCGS and Town Ordinance.
- Article 3, Section 3.07 – Councilwoman Joseph questioned the membership in light of recent state legislation.
- Rezoning of Fire Station 2, Park and Boat Ramp – Councilwoman Joseph question why the rezoning recommendation. The Board advised to get all municipal owned property zoned correctly.
- Article 6, Section 6.03 – Councilwoman Joseph questioned what is rationale for recommendation. The Board advised replacing a sentence that was omitted between the July 2012 draft and the adopted version.

UDO Administrator Report

Sandy Wood advised that the developer of the parcel on the corner of Shoreline Drive East and Sunset Blvd. North has submitted plans to the Building Inspections Department but they are not ready for Planning Board review. The developer is in the process of having the sewer line moved before going forward with the project.

Sandy Wood advised of a meeting held with the new owners of the Sea Trail Corporation concerning an upcoming submittal of a new master plan.

Sandy Wood advised that the planned apartment development on Highway 904 across from United Methodist Church has been delayed due to the Brunswick County sewer assessment fees.

Town Council Work Session Report

Sybil Kesterson advised that the last two (2) Council Work Sessions have been devoted to beach safety issues.

Holland Planning Consultants Letter Discussion

The Board discussed a letter received from Holland Planning Consultants concerning the delay in Council adoption of the Vision Plan.

New Business

Consideration of Recommendation to Town Council to separate the Planning Board and Board of Adjustment Membership Due to UDO Article 5 Section 5.05

The Planning Board discussed separating the Planning Board and Board of Adjustment membership due to UDO Article 5 Section 5.05 and agreed to recommend separation.

2014 Calendar

The Board reviewed the 2014 Planning Board meeting calendar.

Public Comments

Charlie Nern 647 Oyster Bay Drive – Thanked the UDO Committee for their work on the adopted UDO.

MEMBER SIEBERT MADE A MOTION TO ADJOURN THE NOVEMBER 21, 2013 MEETING. VICE CHAIRMAN VINCENZ SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairwoman

Submitted by:

Lisa Anglin, Planning Board Secretary